Educational Developers Caucus (EDC) of the Society for Teaching and Learning in Higher Education (STLHE)

Meeting of the EDC Executive
Wednesday, February 11th; 9-11 AM (PST); 12-2 PM (EST)

Minutes

1. Adoption of the agenda

2. Minutes of previous meeting approved

3. Conference (Alice, Ruth and Janice)
   - Unveiling of logo plans and unveiling of 2010 location added to closing session
   - Janice outlined plans for bus transportation at conference
   - Review of schedule for conference and GM agenda
     1. Ruth to add mention of 5-yr plan pro-d at GM to program schedule and registrant e-mail
   - Speaking slots confirmed
     1. Welcoming remarks sequence to be Teresa, then the reading from Silences, then Joy, then Janice (overview of conference and housekeeping), then Ruth will introduce Mark Federman (plenary speaker); Alice will thank the speaker and summarize the review process just before the break
     2. Jeanette to introduce the closing plenary; Teresa to thank and unveil logo, 2010 conference location

4. Communications (Jeannette)
   - Logo has been selected; to be revealed at GM (Ruth to make arrangements); formal thanks to Creative Creature for a very positive experience to be sent by Jeanette;
   - Jeanette to write a brief summary of process used to develop logo, for Teresa’s use at unveiling
     1. Ruth will investigate the making of logo lapel pins for conference
   - Bylaw changes – items and process for special meeting reviewed

5. Secretary’s update (Ruth)
• Documenting our motions; **Ruth** will begin keeping a separate ongoing list of executive motions that may affect future executive decisions; to be kept with Secretary’s records and handed on to next Secretary

6. Budget 2009 (Janice)
   • There will be a very brief review of the budget cycle at the GM (**Janice**)
   • Janice noted that her travel budget will be cut next year, and she may need to make choices about conference attendance

7. ProD (Alice)
   • The 5-year plan and evolution into our living ProD document—review of inputs from Exec and discussion of how to proceed at GM (please see **Alice’s email and attachment of Feb 2nd**)

8. Advocacy and leadership (Teresa)
   • Taskforce struck on admin support for the society—Teresa as a member
   • Discussion of elections process (see Jeanette’s email of February 3rd)
   • Discussion of progress towards college award for excellence in teaching
     1. **Ruth** asked (as Chair of college SIG) to convey the EDC’s support and ask the membership how the EDC can best help advance this task
     2. **Teresa** will also write a formal letter to STLHE expressing her disappointment in the decision

9. Adjournment and **next meeting**
   • Confirming next meeting: **Wed Mar 18**, usual times; also meeting at EDC at Ruth’s house 5:30 pm Sunday Feb 22 (directions sent previously)